

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2004 - JUNE 30, 2005**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: HHSA

Division/Unit: Alcohol and Drug Services

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	2	Hours	960	X	\$17.55	=	\$16,848.00
----------	---	-------	-----	---	---------	---	-------------

Types of work performed by GENERAL VOLUNTEERS in this category:

Program and Contract Analysis, Analysis of program data with reference to goals and measurable objectives, Proposal development, Legislative analysis, Participation and leadership in collaborative meetings, Policy and Strategy development

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	0	Hours	0	X	\$17.55	=	\$0.00
----------	---	-------	---	---	---------	---	--------

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

N/A

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels [VCL]. If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
					\$0.00
					\$0.00

No. Vol.	0	Total Hours	0	Total Value	\$0.00
----------	---	-------------	---	-------------	--------

000005

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

N/A

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
<u>2</u>	<u>960</u>	<u>\$16,848</u>
<u>0</u>	<u>0</u>	<u>\$0</u>
<u>0</u>	<u>0</u>	<u>\$0</u>

TOTALS:	2	Total Hours	960	Total Value	\$16,848.00
----------------	----------	--------------------	------------	--------------------	--------------------

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: N/A Value:

Item Donated: Value:

Item Donated: Value:

Item Donated: Value:

TOTAL VALUE = \$0.00

4. VOLUNTEER PROGRAM COSTS:

a.

Cost of direct supervision of Volunteers (total hours of direct supervision multiplied by the hourly rate of staff person[s] directly supervising program volunteers.)

Hours 90 X Rate \$42.23 **\$3,800.70**

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator[s]). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours 3 X Rate \$49.56 **\$148.68**

c. Other program costs (training materials/supplies, recognition costs, etc.):

Item : General Office Supplies Cost: \$50.00

Item : _____ Cost: _____

Item : _____ Cost: _____

TOTAL OF OTHER PROGRAM COSTS =

\$50.00

d. TOTAL OF PROGRAM COST (4a+4b+4c) =

\$3,999.38

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a Total Dollar Benefits of Volunteers, Item 2d **\$16,848.00**

b. Total of Donations to Volunteer Program, Item 3 **\$0.00**

c. Subtract Total of program Costs, Item 4d **\$3,999.38**

TOTAL PROGRAM BENEFIT:

\$12,848.62

0000001

6. **RECRUITING:**

Please describe your recruiting programs:

Participate in SDSU Intern Agency Faire. Maintain up-to-date agency information
with SDSU School of Social Work.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in
during the period of this report:

N/A

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2005-06:**

Please describe your program goals. Include activities, number of volunteers, recruitment,
training, recognition and other goals:

Expand intern program to include students from a variety of schools and disciplines.

Standardize intern learning plans and supervision standards throughout division.

9. **GENERAL INFORMATION:**

Name of person completing report: Ken Jones

Phone: 619-584-5052 Mail Stop: P-571 E-Mail: ken.jones

Volunteer Coordinator: Ken Jones

Phone: 619-584-5052 Mail Stop: P-571 E-Mail: ken.jones

10. **DEPARTMENT CERTIFICATION:**


DEPARTMENT HEAD SIGNATURE

7-22-05
DATE

0000000000